



## CLASS 2, UNIT BUILDINGS (WITH NO ON-SITE MANAGEMENT)

Do you own, occupy or manage a low occupancy Class 2 unit building?

### What is a Low Occupancy, Class 2, Unit Building?

A Class 2 building is one containing two or more sole occupancy units, each being a separate dwelling. A low-occupancy class 2 unit building is one which is less than 25 metres in height.

### Do I need to organise for an audit of my building to be conducted?

No, you are not required to have an audit of your building conducted but you are responsible for ensuring that your building complies with the relevant building fire safety legislation at all times. You can assess your building's compliance with the legislation yourself by using the Fire Safety Management Tool for Owner Occupiers and the Advisory Notes provided on the Queensland Fire and Emergency Services website [www.qfes.qld.gov.au](http://www.qfes.qld.gov.au). If you don't feel capable of doing this you may engage a fire industry professional to conduct an audit of your building.

### What are the key requirements for my building under the Building Fire Safety Regulation 2008?

- A written Fire and Evacuation Plan for the building must be in place

Every building must have a written Fire and Evacuation Plan in place. In Class 2 unit buildings, a separate Fire and Evacuation Plan is not required for each residence. In these buildings, only a common area Fire and Evacuation Plan for the entire building is required. This is the responsibility of the Managing Entity (Body Corporate).

- Evacuation signs and diagrams must be displayed

Every building must have evacuation signs and diagrams. These must be displayed in a conspicuous position on the evacuation routes of the building, securely attached to a wall, and orientated to the building layout. Buildings with no common areas need to have an accommodation unit evacuation sign displayed in each unit.

- A procedure must be in place to provide 'adequate instruction' to prescribed persons

Adequate instructions regarding the action to be taken to ensure the safety of themselves and other persons in the event of fire threatening the building must be provided to prescribed persons in the building. Adequate instruction may be provided by ensuring references that assist people in evacuating the building are included in the Fire and Evacuation Plan and that evacuation signs and diagrams are displayed in the manner described above.

- An evacuation practice must be conducted annually

All occupiers are required to conduct an evacuation of the building annually and keep a record of it. The practice evacuation must be carried out by an appropriate number of people.

- Exit door hardware must be the correct type

Exit doors must be able to be opened by a single handed, downward or pushing action on a single device. Exit doors are doors that are in the evacuation route, or doors at the final exit, of the building. Doors to individual units are not classed as exit doors. Lever handles or panic bars are the only acceptable door hardware for exit doors.

- Prescribed Fire Safety Installations must be maintained and inspected regularly

Prescribed Fire Safety Installations (exit signs, emergency lighting, fire extinguishers, fire hose reels, etc.) are required to be maintained in accordance with the Queensland Development Code, MP6.1 by an appropriately qualified person. Maintenance standards and inspection timeframes for Prescribed Fire Safety Installations are detailed in the *Fire Safety Management Tool for Owner Occupiers* and the *Advisory Notes*.



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